

POULSBO CITY COUNCIL MEETING OF MAY 13, 2009

MINUTES

PRESENT: Mayor Quade; Councilmembers: Berry-Maraist, Crowder, Erickson, Lord, McGinty, Rudolph, Stern.
Staff: Bateman, Boltz, Booher, Loveless, Swiney.

MAJOR BUSINESS ITEMS

- * * * Claims – April 1-30, 2009
- * * * Minutes of April 1, 2009 City Council Meeting
- * * * Minutes of April 8, 2009 City Council Meeting
- * * * Minutes of April 22, 2009 City Council Meeting
- * * * Disposition of Property – Hart
- * * * Puget Sound Energy Easement for New City Hall
- * * * City Hall Project Manual

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Quade called the meeting to order in the Council Chambers at 7:05 PM and lead the Pledge of Allegiance.

2. MAYOR'S REPORT AND CHANGE TO AGENDA

- a. City Hall Update: Public Works Director Loveless reported on the pre-construction meeting with JTM Construction, the official contract start date is May 26th, with the 430 day construction time frame. The contract completion date is July 29, 2010, however the contractor has indicated the construction may be complete prior to the contract completion date. Loveless advised construction will begin within two weeks.

Mayor Quade noted during the preconstruction meeting, the city emphasized the need for construction crews to not use on street parking. Councilmember Rudolph questioned if the contractor intends to utilize the Historical Society site; Loveless advised the site would be used for parking and possibly material lay down.

Councilmember Erickson expressed appreciation to Loveless, Field Inspector Lund, and Project Manager Potter for their contribution during the preconstruction meeting.

- b. Mayor Quade announced the opening ceremony for Viking Fest is Friday, May 15th at 4:00PM, and the parade will be Saturday, May 16th at 2:00PM.

- c. National Safe Boating Week: Mayor Quade read and proclaimed May 16th-22nd, 2009 as National Safe Boating Week.

3. MAYOR AND COUNCIL DISCUSSION

- a. Mayor Quade added to the agenda a ½ hour Executive Session to discuss potential litigation pursuant to RCW 42.30.110 (B).
- b. Councilmember McGinty shared the article and history by Judy Driscoll on the City Hall fountain.
- c. Councilmember Crowder reported on the bus schedule and fares for Viking Fest on Saturday only, for the parade.
- d. Councilmember Erickson reported on the "Thank You Dinner," for Fishline volunteers and their movement towards relocation.
- e. Councilmember Lord reported on the Fire Department Citizen Committee meeting and discussion on drops in revenue and the budget impacts.
- f. Councilmember Stern reported on his work with the Police Department to obtain funding for one and a half police vehicles from the Title X grant through the Suquamish Tribe.

4. COUNCIL COMMITTEE REPORTS (FOR ITEMS ON CURRENT AGENDA)

- a. Public Work Committee: Councilmember Berry-Maraist reported on the Puget Sound Energy Easement for new City Hall and recommendation for approval.
- b. Finance/Administration Committee: Councilmember Lord reported on the City Hall Project Manual and recommendation for approval.

5. CITIZEN COMMENTS

- a. Craig Hammond, Bayside Engravers, presented information on the skate competition at Raab Park on June 6th. Mayor Quade commented council concurrence is needed to hold the event at the park. Councilmember Crowder advised the Community Services committee discussed and recommendation for approval.

Councilmember Erickson questioned if insurance is required and has been obtained. Hammond advised insurance will be obtained.

City Clerk Boltz advised a special event application and insurance has not been submitted or reviewed by the City Clerk's department. Council concurred to further discuss the event and approval, once additional information has been received.

6. CONSENT AGENDA

Councilmember Erickson requested Consent Agenda item a, be removed from the Consent Agenda for discussion.

Councilmember Berry-Maraist requested Consent Agenda items b and d be removed for separate motion due to her absence from the meetings of April 1 and April 22, 2009.

MOTION: Berry-Maraist/Lord. Move to approve Consent Agenda items c. Motion carried unanimously.

The items listed are:

- ~~a. Claims – April 1-30, 2009~~
- b. Minutes of April 1, 2009 City Council Meeting
- c. Minutes of April 8, 2009 City Council Meeting
- d. Minutes of April 22, 2009 Special City Council Meeting

MOTION: Lord/McGinty. Move to approve Consent Agenda items b and d. Motion carried. Abstain: Berry-Maraist.

7. MAJOR BUSINESS ITEMS

a. Claims – April 1-30, 2009

Councilmember Erickson expressed concern for the payment to Olhava Associates for the release of retainage for the sewer improvements, given the outstanding issues still to be resolved by Olhava Associates, specifically the ball fields.

Councilmember Berry-Maraist reported the Community Services Committee discussed the ball fields, and will be working with the Mayor and Planning Director Berezowsky on alternatives to deal with the lack of action.

MOTION: Erickson/Lord. Move to approve claims for April 1-30, 2009. Motion carried unanimously.

b. Disposition of Property- Hart

Senior Engineer Bateman provided an overview and property history. Bateman explained the property was approved for surplus and sold in 1984, however the quit claim deed to finalize the sale was not prepared and recorded.

MOTION: Lord/Rudolph. Move to formally complete the sale of property as described in Attachment C to John Hart, per the City Council meeting minutes of March 21, 1984 via the quitclaim deed process.
Motion carried unanimously.

Councilmember Rudolph recommended moving expeditiously to surplus the remaining pieces of the property located behind Fishline.

c. Puget Sound Energy Easement for New City Hall

Public Works Director Loveless explained the easement is to accommodate the utilities for the new City Hall project.

MOTION: Rudolph/McGinty. Move to authorize the Mayor to sign the easement agreement with Puget Sound Energy for electrical service to the New City Hall.
Motion carried unanimously.

d. City Hall Project Manual

Public Works Director Loveless gave an overview of the manual including the change order review processes, and owner representative outline of duties.

Concerns and comments included: Timing for approval of change orders, increased change order amount for Project Team review, Public Works Director Loveless and Project Manager Potter jointly review project disbursements, and written updates of monthly draws.

Loveless advised the owner representative does not have the authority to change the scope of the project or add any discretionary items. Councilmember Rudolph stated if the Project Team came across any additional opportunities or changes that are beyond the original scope of the project; it would be brought to the council for review and approval. Councilmember Crowder questioned if that process is stated in the manual; Loveless states is not, however language can be added that specifies, out of scope changes need to come forward to the council.

MOTION: Crowder/McGinty. Move to approve the City Hall Project Administration Manual with changes as discussed.

Motion carried unanimously.

8. DEPARTMENT/COMMITTEE REPORTS

- a. Public Works Committee: Councilmember Berry-Maraist reported on the revised schedule for the Comprehensive Plan workshops and public hearings before the City Council; the impacts to fundraising car washes due to NPDES; and Comprehensive Plan discussion on six additional roads and potential changes to proposed roads.
- b. Community Services Committee: Councilmember Lord advised of a joint meeting with Public Works Committee to discuss transit issues involved with community events, the date is yet to be determined.

9. CONTINUED COMMENTS FROM CITIZENS

None.

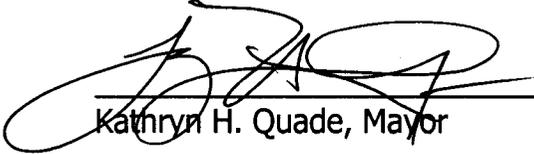
10. ADJOURNMENT

MOTION: Erickson/McGinty. Move to adjourn at the conclusion of a ½ hour Executive Session to discuss potential litigation pursuant to RCW 42.30.110 (B)

Motion carried unanimously.

At 8:41 PM Mayor Quade convened Council into executive session. City Attorney Haney was present via conference call.

Meeting adjourned at 9:11 PM.


Kathryn H. Quade, Mayor

ATTEST:


Jill A. Boltz, City Clerk